

Virginia Manufactured Housing Board  
Minutes  
November 18, 2004

Board Members Present: William B. Toombs, Chairman  
Eric C. Anderson  
Samantha Hedgpeth  
Ava Lewis  
James W. Roncaglione  
E. Thomas Satterwhite

Board members Absent : William H. Moody, Vice Chairman  
Danny Moon  
Michael C. Nickell

Public Representative : Ron Dunlap, President, VAMMHA

A. Call to Order/Roll Call/Determination of a Quorum.

Chairman Toombs called the Virginia Manufactured Housing Board meeting to order at 10:20 a.m. Curtis L. McIver, Secretary to the Board did the Roll Call and a Quorum was present.

B. Approval of the Minutes.

A motion was made by James W. Roncaglione and second by E. Thomas Satterwhite to accept the Minutes as presented. Chairman Toombs called the question. The Virginia Manufactured Housing Board Minutes were accepted as presented by a unanimous vote.

C. Public Comment.

It was stated by Ron Dunlap, President of the VAMMHA, that Delegate Jim Scott would introduce to the General Assembly a bill regarding when a manufactured home is considered new or pre-owned.

D. Committee Reports.

None.

E. Report of the Secretary.

1. Licenses and Recovery Fund Reports.

The cash balance in the Licensing Account is \$11,444.67. The cash balance in the Transaction Recovery Fund Account is \$853,243.37.

Currently licensed are 8 brokers, 260 dealers, 49 manufacturers and 788 salespersons in the program.

## 2. Proposed Amendments to the Regulations.

The Board made the following changes to the proposed Regulations:

Page 21 of 47 - delete ., except when there has been .... application:

Page 21 of 47 - delete Items 1 thru Item 4.

Page 37 of 47 - delete the word *shipped*, insert the word sold.

The Board requested staff to define *designated representative*. Based on language from the Board for Contractors, the board accepted staff's suggestion that "designated representative" be defined as a full time employee (30 hours or more per week) or a member of the management of the business.

## F. Unfinished Business.

1. Catherine Portman vs. Colonial Homes – no action taken by the Board. Staff is waiting for the petition for appeal. No action can be taken by the Board.
2. Elizabeth Conn vs. Colonial Homes – no action taken by the Board.
3. Eddie Linville vs. Jerry Stoneman, Southern Showcase Housing – an informal fact finding conference will be scheduled. Jerry Stoneman will be requested to attend. Staff is assigned to conduct the fact-finding conference
4. Pending Items – In Circuit Court.
  - a. Brenda Washington vs. Colonial Homes – 30-day waiting period for appeal.
  - b. Ronald Morehart vs. Blairs Housing and Liberty Homes – in litigation.
  - c. Christine White vs. Colonial Homes – in litigation.
  - d. License application from John C. Witcher, Jr. – A Gem Homes – in litigation.
  - e. John and Geraldine Brain vs. Manufactured Housing Board – in litigation.
  - f. Ms. Betty Russell vs. Oakwood Homes (Tabled for civil case) – Staff received a telephone call from Ms. Russell stating that the case has been dismissed. Staff is awaiting document of dismissal.
5. Completed Agenda Items.
  - a. None from previous meeting agenda.

## G. New Business

1. Geraldine Johnson vs. Oakwood Homes.

After much discussion, the Board's decision on this matter to was deny the claim since there were no specifications for a gas fireplace on the contract. Staff was directed to notify the parties involved.

H. Next meeting date and location.

The next meeting of the Virginia Manufactured Housing Board will be Thursday, January 20, 2005, at the Department of Housing and Community Development, the Jackson Center 501 N. 2<sup>nd</sup> Street, 1<sup>st</sup> Floor Board Room, Richmond, Virginia 23219. Telephone No. (804) 371-1760.

I. Adjournment.

The Virginia Manufactured Housing Board Meeting adjourned at 1:15 p.m. by a motion from James W. Roncaglione and second by Ava Lewis. The motion carried by a unanimous vote.